



Joint Base Langley-Eustis Town Hall

13-14 Jul 09



Agenda

- Town Hall Schedules
- Joint Basing Update
- Civilian Personnel



Town Halls

- Fort Eustis
 - Location: 1st Floor Ballroom, Ft Eustis Club
 - Dates and Times:
 - Monday, 13 July (1400-1600)
 - Tuesday, 14 July (0800-1000 and 1800-2000)
- Langley Air Force Base
 - Location: Base Theater
 - Dates and Times:
 - Monday, 17 August (0830-1030 and 1800-2000)
 - Tuesday, 18 August (1300-1500)



Joint Base Background

- Joint Basing will...
 - preserve mission capabilities and unique Service identity
 - focus on optimizing installation management
 - require a team effort to be successful
- Joint Basing will not...
 - mandate a reduction of jobs
 - be a one-size fits all approach
 - be simple to implement, but the results promise value for the effort



Joint Basing

What Does It Mean To Me?

- Joint Basing is the pilot to standardizing base installation management services across DoD
 - You are an essential member of the DoD
 - Goal of Joint Basing is to provide the right level of services for military members, civilian employees, and their families
 - You can become part of a larger organization that crosses services
 - If your position/organization currently provides installation support to Fort Eustis or Langley, you may soon be providing on a larger scale to the entire Joint Base Langley-Eustis



MOA Workshop

- Langley Officers Club held on 18-21 May
- OSD, HAF, DA, IMCOM-NE and ACC attended
- Reviewed MOA line-by-line
- Final Draft incorporating Workshop Changes
 - Submitted to ACC on 5 Jun
 - Submitted to OSD on 19 Jun



Joint Basing Timeline

- Submitted Final MOA to ICS 05 Jun 09 ✓
- Submitted Final MOA to OSD 19 Jun 09 ✓
- MOA Signed 01 Sep 09
- Activate Air Base Wing 15 Oct 09
- Detailed Implementation Plans 15 Dec 09
- IOC 31 Jan 10
- FOC 01 Oct 10



Joint Base Langley-Eustis Activation Plan

Feb 10	Mar 10	Apr 10	May 10	Jun 10	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10
Q2 FY10		Q3 FY10			Q4 FY10			Q1 FY11	



31 Jan 10 Activation

- ◆ AFSO 21
- ◆ Command Post
- ◆ Emergency Mgmt
- ◆ Admin Mgmt & Exec Office
- ◆ Postal Services
- ◆ Records Mgmt
- ◆ Honors & Protocol
- ◆ Advisory Services
- ◆ Inspector General
- ◆ Public Affairs
- ◆ Mgmt Analysis
- ◆ Installation Safety
- ◆ Information Technology
- ◆ Installation Protection

1 Apr 10 Activation

- ◆ Military Personnel Services
- ◆ Chaplain Ministries
- ◆ MWR
- ◆ Children & Youth Programs
- ◆ Lodging
- ◆ Warfighter & Family Services
- ◆ SSD-Non-Munitions
- ◆ Food Services
- ◆ Laundry & Dry Cleaning
- ◆ BSV & E
- ◆ Installation Movement
- ◆ Airfield Operations

1 Aug 10 Activation

- ◆ Facilities Operation
- ◆ Facilities Investment
- ◆ Procurement Ops
- ◆ Family Housing
- ◆ Unaccompanied Personnel Housing
- ◆ Installation Law Enforcement Ops
- ◆ Installation Physical Security Protection & Services



30 Sep 10 Activation

- ◆ Real Property
- ◆ PP&PE
- ◆ Environmental
- ◆ Historian
- ◆ Internal Review
- ◆ Legal Support
- ◆ Financial Management
- ◆ NAFI
- ◆ Plans and Programs
- ◆ SARC

KEY: ◆ On Track ◆ Off Track ◆ Late ◆ Complete



Activation Schedule

IOC (31 Jan 10)

- AFSO 21 (PAIO)
- Command Post (AF Only)
- Emergency Mgmt (DPTMS)
- Admin Mgmt & Exec Office (ABW)
- Postal Services (DOIM)
- Records Mgmt (DOIM)
- Honors & Protocol
- Advisory Services (EEO, EO)
- Advisory Services (Drug Demand Reduction) (DHR)
- Inspector General
- Public Affairs (PAO)
- Mgmt Analysis (PAIO & GRMO)
- Installation Safety (ISO)
- Information Technology (DOIM)
- Installation Protection Spt (DPTMS)
- Port Services (DPTMS)

1 Apr 10

- Military Personnel Services (DHR)
- Chaplain Ministries (RSO)
- Morale, Welfare, & Recreation (DFMWR)
- Children & Youth Programs (DFMWR)
- Lodging (DFMWR)
- Warfighter & Family Services (DFMWR)
- Supply, Storage, & Distribution -Non-Munitions (DOL)
- Food Services (DOL)
- Laundry & Dry Cleaning (DOL)
- Base Support Vehicles & Equip (DOL)
- Installation Movement (DOL)
- Airfield Operations (DPTMS)

(Appropriate Army Organization)



Activation Schedule

1 Aug 10

- **Facilities Operation (DPW)**
- **Facilities Investment (DPW)**
- **Procurement Ops (DPW)**
- **Family Housing (DPW)**
- **Unaccompanied Personnel Housing (DPW)**
- **Installation Law Enforcement Ops (PMO)**
- **Installation Physical Security Protection & Services (PMO)**

30 Sep 10

- **Real Property (DPW)**
- **Personal Property & Plant Equip (DOL)**
- **Environmental (DPW)**
- **Historian (AF Only)**
- **Internal Review (IRAC)**
- **Legal Support (SJA)**
- **Financial Management (GRMO)**
- **Non-Appropriated Fund Instrumentality (DFMWR)**
- **Plans and Programs (DPTMS)**
- **SARC (AF Only)**



633 ABW
JB Commander (USAF O-6)
JB Vice/Deputy Commander (USA O-6)

Wing Staff

AFSO 21	Inspector General
Anti-Terrorism/Force Protection*	Legal*
Chaplain*	Manpower & Org
Command Post	Plans & Programs
Drug Demand Reduction*	Protocol*
EEO/EO*	Public Affairs*
Historian	Safety*
Information Protection*	SARC
Internal Review	

633 CPTS*

1FW

Airfield
Operations

633 MSG (USAF O-6)
Langley

733 MSG (USA O-6)
Eustis

633 MDG (USAF O-6)
Langley

633d Logistics Readiness Sq
633d Civil Engineer Sq
633d Security Forces Sq
633d Force Support Sq
633d Communications Sq
633d Contracting Sq

Logistics Readiness Div
Civil Engineer Div
733d Security Forces Sq
Force Support Div
Mission Services Div

633d Medical Support Sq
633d Dental Sq
633d Inpatient Operations Sq
633d Medical Operations Sq
633d Aerospace Medicine Sq
633d Surgical Operations Sq

* Point of Service at both locations



Your HR Professionals

- Air Force
 - Jim Burke (APF)
 - Marion Grubb (NAF)
- Army
 - Sylvia Freeland (APF)
 - Kate Lugo (NAF)



Civilian Transfer

July 2009

October 2010



**Army Federal employees at
Fort Eustis, Garrison
Prior to FOC**



**Air Force Federal employees
At JBLE, 633 Air Base Wing At
FOC**

- **Full Operational Capability (FOC) - 1 Oct 10**
- **APF Civilians Transfer - Oct 10**
- **NAF Civilians Transfer - Oct 10**



What to Expect Army to AF

No Change

- Position
- Pay
- Benefits
- Supported units

May Change

- Duty location
- Alignment
- Bargaining unit composition

Will Change

- Employing agency
- Organization name, leadership
- Some policies, guidance
- CivPers processes (job consideration, career program mgmt, etc.)
- CivPers service providers
- Some customs and culture



APPROPRIATED FUND EMPLOYEE FAQs

Jim Burke (Air Force)
Freeland (Army)

Sylvia



APF FAQ

Q1 As an Appropriated Fund employee, will I lose my job, my pay, or my benefits?

A1 No. Employees will not be negatively impacted as a result of Joint Basing. Employees will:

1. Retain your current job - You will not have to re-compete for your job.
2. Retain your current pay plan, series, grade & pay.
3. Retain your current benefits.
4. Army employees will transfer to the Air Force with their current PDs. An AF coversheet will be added to these PDs.



APF FAQ

Q2 Do Ft Eustis and Langley AFB have the same locality pay?

A2 Yes.

Q3 Will I retain my seniority?

A3 Yes. Service computation dates (SCDs) for retirement, leave accrual, and Reduction in Force (RIF) placement (i.e. creditable federal service) will not change.



APF FAQ

Q4 Will my leave balances transfer?

A4

Type of Time Off	Does balance Transfer to the AF	Is unused balance paid at transfer
Annual Leave	Yes	N/A
Sick Leave	Yes	N/A
Time Off Award	No	No
Credit Hours	No	Yes
Regular Compensatory Time	No	Yes
Compensatory Time for Travel	Yes	N/A



APF FAQ

Q5 When will my transfer from the Army to the Air Force be official?

A5 Transfer will occur in Oct 2010. Details on the exact start dates are still being worked at DOD/Service levels because 1 Oct does not fall at the beginning of a pay period.



APF FAQ

Q6 How will I be impacted by the pay period change?

A6 A pay period change shifts your payday to the opposite Friday to correspond with the Air Force payday. Once the actual transfer date has been determined by OSD or the Services, we will provide a calendar that shows how many days will be paid by the Army & the AF on each payday in October.



APF FAQ

Q7 How will I be transferred to the Air Force?

A7 Mass in-processing will be accomplished. Preparations are being made to have data transferred from Army to Air Force through the Defense Civilian Personnel Data Systems (DCPDS). This will minimize hard copy forms. Date, time, and location of in-processing to be determined.



APF FAQ

Q8 Will my Official Personnel Folder (OPF) transfer?

A8 Yes. Langley Civilian Personnel Office (CPO) will work with Army HR and the Air Force Personnel Center (AFPC) to ensure a smooth transition of records from the Army to the AFPC.



APF FAQ

Q9 Will my duties change after FOC?

A9 Possibly, depending on work & JB mission demands. Air Force Position Descriptions will be implemented gradually after 1 Oct 10 beginning with vacant positions.

Q10 Will my duty location change?

A10 After FOC, your duty location may change if the mission warrants a change.



APF FAQ

Q11 How am I impacted by the Initial Operating Capability (IOC)?

A11 IOC begins on 31 Jan 2010. At IOC, day-to-day direction will shift to the Joint Base on a phased schedule.

- Operational Control of your function will phase to the JB based on the schedule that was discussed earlier.



APF FAQ

Q12 I am an Army bargaining unit employee, who will be my union representative at FOC?

A12 Upon transfer to the Air Force, current Army unions and their collective bargaining agreements (CBA) will remain in effect. Therefore, dues payment and union representatives will initially remain unchanged. After FOC the Federal Labor Relations Authority (FLRA) will determine unit representation based on clarification of unit petition(s) filed by either unions or management.



APF FAQ

Q13 If I work at one location (Eustis or Langley) and have to travel to the other location, am I entitled to local travel pay?

A13 Local travel for duty is reimbursable in AF. You will only be reimbursed if the travel is authorized and government transportation is not available.



APF FAQ

Q14 I am currently an Army NSPS employee & my counterparts in Air Force are GS employees, which system will I fall under?

A14 You will transition as an NSPS employee.

1. You will remain an NSPS employee at least thru the end of the first pay period in Jan 2011 to receive NSPS performance payout through the Air Force.
2. After the NSPS payout your position may be reviewed. Supervisory chain, system, functional title, and/or duty location may change as mission warrants.
3. Also, if you are a Army GS employee and AF counterparts are NSPS, it works the same way. Transfer as a GS and position may be reviewed.



APF FAQ

Q15 Which pay pool will review former Army NSPS employees?

A15 Former Army NSPS employees will receive recommended annual ratings from current supervisors as of 30 Sep 2010.

1. Army Pay Pool Manager will finalize ratings.
2. Payout will be based on share value of the AF Pay Pool.
3. Payout will be issued from AF Pay Pool in Jan 2011.



APF FAQ

Q16 Who manages retirements in the AF?

A16 Benefits and Entitlements Service Team (BEST) at AFPC, Randolph AFB TX processes retirements for Air Force civilians.

1. Retirement packages should be submitted to BEST approx 90-120 days prior to projected retirement date.



APF FAQ

Q17 As an Appropriated Fund employee, what should I do if I am planning to retire between 1 Oct 2010 and 31 Jan 2011?

A17 Employees who plan to retire between 1 Oct 10 and 31 Jan 11 should notify their Army HR office prior to 1 Oct 10, so their OPFs can be sent directly to BEST. This will ensure AF BEST retirement counselors access to OPFs of transitioning employees for immediate accurate counseling AFTER 1 Oct 10.



APF FAQ

Q18 As an Appropriated Fund employee, will I still be considered for Army jobs?

A18 Yes. If you apply, you will be considered for Army jobs. Army civilian positions are recruited both internally and externally.

Q19 How do I apply for an AF Appropriated Fund job?

A19 1. Prior to 1 Oct 10 Army employees may apply as "external" employees using www.usajobs.gov.

2. After 1 Oct 10 all APF transitioning employees will be considered internal applicants and will use the Air Force Personnel Center (AFPC) secure website.



APF FAQ

Q20 Will I have to get a new CAC?

A20 Yes, AF will issue new CAC cards, the details are still being worked and will be provided later.



NON-APPROPRIATED FUND EMPLOYEE FAQs

Marion Grubb (Air Force)
(Army)

Kate Lugo



NAF FAQ

Q1 As a Non-appropriated Fund employee, will I lose my job, my pay, or my benefits?

A1 No. Employees will not be negatively impacted as a result of Joint Basing. Employees will:

1. Retain your current job - You will not have to re-compete for your job.
2. Retain your current pay plan, series, grade & pay.
3. Retain your current benefits.
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NAF FAQ

Q2 As a Non-appropriated Fund employee will my benefits transfer?

A2 Air Force NAF offers a full range of retirement, 401K, and insurance benefits.

1. You will have the option to retain your current retirement and 401K or you may elect the Air Force retirement and/or 401K.
2. All Services use the same NAF health insurance program so your health benefits will remain unchanged.
3. Prior to transfer, the NAF HRO will meet with each employee and review their specific situations to ensure they fully understand the options and entitlements available to them.



NAF FAQ

- Q3 I'm not familiar with the Air Force NAF Personnel System. Who will help me with the system when I transfer?
- A3 The Human Resource professionals at Langley AFB and Ft Eustis are working together to ensure the transfer is as seamless as possible. All transferring NAF Personnel:
1. Will be provided with detailed written information specific to their situation prior to transfer.
 2. Will receive training on the NAF Pay & Personnel System as appropriate prior to transfer.



NAF FAQ

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A4 Yes.

Q5 Will I retain my seniority?

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NAF FAQ

Q10 Will my Official Personnel Folder (OPF) transfer?

A10 Location of your OPF has not been determined; however, it will remain local either at Ft Eustis or Langley AFB.



NAF FAQ

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A15 Local travel for duty is reimbursable in AF. You will only be reimbursed if the travel is authorized and government transportation is not available.



NAF FAQ

Q16 How do I apply for a Non-appropriated Fund Air Force job now?

A16 NAF vacancies are announced via the following website: www.fsslangley.com (click on the “Employment” link at the top of the page). ID card holders can also come to the Air Force NAF Human Resources Office during customer service hours (Monday through Friday from 0900 to 1500).

- The address is 52 Willow Street (building 148).



NAF FAQ

Q17 Will I have to get a new CAC?

A17 Yes, AF will issue new CACs, the details are still being worked and will be provided later.



Joint Base 101 Take Aways



- We Have Willing Partners and Strong Relationships
- Building Sustainable Processes
- Preserving/Enhancing Our Core Warfighting Competencies
- Maintain Intellectual Capital
- Take Care of People



Questions?